

February

2012



GOODLETTSVILLE
TENNESSEE

City Manager Report

Report of monthly activities of City Manager and all Departments presented to the Goodlettsville Board of Commissioners and the Citizens of Goodlettsville.

Tim Ellis
City Manager Report
Distributed March 8, 2012

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Management

City Manager
Public Information Officer
City Recorder

City Manager

Management Report: February 2012

Legislative Accomplishments

- Board of Commissioners passed on final reading ordinance 11-769 an ordinance to amend the fiscal year 2011 budget. This ordinance will take effect on March 9, 2012.
- Board of Commissioners passed on final reading ordinance 12-770 an ordinance to amend the fiscal year 2012 budget. This ordinance will take effect on March 9, 2012.
- Board of Commissioners passed on final reading ordinance 12-771 an ordinance designating certain performance bond funds for the sole purpose of remedying project deficiencies. This ordinance will take effect on March 9, 2012.
- The Board of Commissioners also took action on the following resolutions:
 - Resolution 12-505 – Approved support for an application with the Federal Emergency Management Agency’s “Staffing for Adequate Fire & Emergency Response” Grant Program.
 - Resolution 12-506 – Declared certain property surplus to the needs of the City of Goodlettsville and calling for its disposal by online auction or any other reasonable manner.
 - Resolution 12-508 - Amended the City of Goodlettsville Personnel Manual as it relates to nepotism and longevity compensation.
 - Resolution 12-509 - Authorized certain compression wage adjustments in regards to a recent study conducted by Burris, Thompson & Associates.
- The Board of Commissioners also took action on the following financial items:
 - Approved a bid for the installation of a pool liner at Pleasant Green Pool. (\$44,000.00 Renosys Corporation)
 - Approved a bid for various renovations at Pleasant Green Pool. (\$72,536.00 Madison Swimming Pools, LLC.)
 - Approved a bid for the Roadscape Project. (\$98,481.00 Reed Landscaping)
 - Approved an agreement for Construction Engineering Inspection for the Roadscape Project. (Kimley-Horn and Associates)
 - Approved a bid for a pre-owned aerial bucket truck. (\$36,320.55 Utility Equipment Service, Inc.)

Legislative Matters Forthcoming

- Ordinance to further define the duties of the Fire Marshall
- Ordinance in regards to the Municipal Planning Commission being a “Regional Planning Commission”.
- Ordinance calling for municipal elections on November 6, 2012

Commissions, Boards & Commissions

- **Beer Board**
 - There was no Beer Board Meeting during the month of February.
- **Planning Commission**
 - Deferred action on a Letter of Credit for Cobblestone Townhomes.
 - Approved Final MasterPlan for Fifth Third Bank to be located at Caldwell and Long Hollow Pike.
 - Deferred action on a revised Final MasterPlan for Cottage Grove at Windsor Green.
 - Took no action in regards to a letter of credit for Cobblestone Townhomes.
 - Deferred action in regards to a letter of credit for the Loretta Drive Extension to Long Drive.
- **Board of Zoning Appeals**
 - Approved a variance for Mr. William Hayes for the construction of a horse stable at his residence on Miller Creek Road.

External Meetings

- Attended a meeting of the Sumner County Joint Economic Development Committee in Gallatin.
- Attended the Executive Board Meeting of the Metropolitan Planning Organization.
- Attended the Executive Board Meeting of the Regional Transportation Authority.
- Met with representative of Republic Bank and the FDIC in regards to the city submitting a Certificate of Default and Letter of Demand in regards to the Cobblestone Townhomes.
- Various meetings with individual citizens were conducted throughout the city about a variety of matters, including but not limited to drainage, traffic, sanitation, litter.

Internal Meetings

- Attended monthly project progress meetings for the following:
 - Long Hollow Pike Synchronization
 - Caldwell Drive Pedestrian Crossing Signalization

- Long Hollow Pike @ Madison Creek Signalization
 - Equalization Tank
 - Roadscape Project
- Guy Patterson, Amy Murray and I with Mr. Scott Trew in regards to the CSX railroad bridge on East Cedar Street.
- Amy Mitchell and I met in regards to the Local Parks and Recreation Fund Grant program.
- Chief Pope, Chief Gibson, Captain Jenkins, Captain Robertson, Phillip Uldrich and I met with John Johnson in regards to a long term solution to our 800 mhz. radio system.
- All Department Heads met to conduct a budget workshop on February 9th.
- Attended the mandatory pre-submittal meeting for the Solid Waste Competitive Proposals
- Conducted 3 mandatory employee meetings in regards to the new employee evaluation program and their performance standards.
- Continued to meet with various insurance brokers about the City's health insurance renewal. The current insurance policy is set to expire on March 30, 2012.
- Guy Patterson, Amy Murray and I met in regards to various bid specifications and operational procedures.
- Guy Patterson and I met with Mr. Tommy Atchley and Mr. Shelton Hatcher of the Hendersonville Utility District in regards to sewer capacity within the HUD lines.
- Guy Patterson, Amy Murray and I met with Mr. Walid Obeidalla and Mr. Nick Thompson of NES in regards to various lighting projects the city may want to undertake.
- Mary Laine Crawford and I met with Mrs. Rose Bruce in regards to a possible graphic design project.
- Senator Haynes and I met about various legal matters of the city, including but not limited to the Industrial Development Board, Letters of Credit, etc.

Ongoing Work

- Implementation of the Compensation Plan is now 100% complete
- Comprehensive Management Reviews of city departments began with the Police Department. Mr. Rex Barton and Mr. Gary Jaeckel being the primary.
- Employee Suggestion Committee – Committee will formulate a program that would recognize and reward employees for innovative and creative thinking that could produce a cost savings to the city. *(Amy Mitchell, Amy Murray, Chris Hood & Miranda Vaughn)*
- City departments have submitted data for the International City Managers Association's (ICMA) Center for Performance Measurement study.
- The city is working on phase I (Application Phase) of the Baldrige National Performance Program.
- Work continues on the sewer rehabilitation project and sewer equalization tank.
- City departments have submitted their fiscal year 2013 budget requests.
- Staff continues on the future needs of 2-way radio communications within all departments of the city but most importantly public safety.

- The greenway / bike / pedestrian project is currently in the environmental assessment phase. Survey work for the project has been completed.
- Work is ongoing in creating a Leadership Initiative program for the city.
- Work is still progressing in creating a program that would encourage and broaden “community pride” in Goodlettsville. This program would most likely be called “My Goodlettsville”.
- The “Employee Satisfaction Survey” results have been compiled and given to each city employee.
- Citizen Survey is progressing well.
- Work on the salary compression study is 100% complete.

P.I.O. Monthly Report - February 2012

- Assembled the City Manager Report for January 2012
- Met with Carol Maynard, Publisher for Main Street Media (The Hendersonville Standard, The Gallatin Newspaper, and The Wilson Post), and Kimberly Lynn, Goodlettsville Chamber Director, to discuss the March 30th launch of The Goodlettsville Standard newspaper. Initially, the new newspaper will come out once a month and will be distributed to select neighborhoods, public facilities, and chamber members' places of business. I will write an article about the Goodlettsville parks system for the first edition and submit a calendar of monthly events.
- Tim Ellis and I met with Rose Bruce to discuss logo design for the new initiative, "My Goodlettsville".

We three then met with Steve Casto, of Casto Communications, to brainstorm the marketing and communication plan for "My Goodlettsville". We are in the branding process for this new program.

- Worked through questions with department heads regarding the Center for Performance Measurement 101 surveys, which were distributed at the end of January following our webinar training for the program. Each department submitted their surveys on March 2.
- Compiled questions for the community survey the city will be conducting through the ETC Institute, which is one of the nation's leading firms in the field of local governmental research. The survey will be ready for distribution in March.
- Attended the MTAS training session for Employee Performance Evaluations
- Updated regular monthly website postings, facebook
- Trained Rhonda Carson in the Codes Department on posting agendas and minutes for Planning and BZA board meetings.
- Press releases: Northcreek Traffic Light, Police Raids on Local Markets Selling Synthetic Drugs
- Marketing for Parks and Recreation spring programming – during the lapse of the start date for the new hire.

City Recorder

New Business Licenses issued February 2012

- | | | |
|---|---|----------------------|
| 1. ElitePrint
390-1552 | 307 South Main St. Suite E
opened: 1-30-12 | Jason Weiss |
| 2. Southeast Pizza Partners (dba LittleCaesars)
772-6879 | 480 Long Hollow #D
opened: 2-28-12 | Jon Howe |
| 3. Sensory Star Publishing
448-6989 | 107 Memorial Dr. Suite B
opened: 1-1-12 | Leslie Ligon |
| 4. Robison Tire Company
855-501-8459 | 601 Space Park North
opened: 01-30-12 | Diana Evans |
| 5. All Occasions
944-5252 | 217 South Main St
opened: 03-01-12 | John A. Spencer, Sr. |
| 6. Home Away From Home Learning Center
210-8253 | 206 Blue Bird Dr.
opened: 3-15-12 | Sharonda Waller |
| 7. Action Sports Fotography
202-9319 | 631 Windsor Green Blvd
opened: 2-15-12 | Johnny W. Giles |
| 8. Nashville Express Travel, Inc.
822-3242 | 414 Jackson Road
opened: 2-10-12 | Sally Davenport |
| 9. Tinch's Refrigeration
569-9675 | 142 Madison Ct.
opened: 2-17-12 | Brian Tinch |
| 10. Main Street Strength & Conditioning
900-0348 | 213 A&B Main St
opening: 4-15-12 | Ronnie Cole |

11. CWC Logistics 543 Space Park North Carol Garman
260-426-7825 opened: 2/22/12
12. Larry Elliott & Associates 407 Newberry Court Larry Elliott
246-5216 opened: 2/27/12
13. StoneCraft Fabricators (formerly StoneCraft Manufacturers) 874 Springfield Hwy
851-2348 opened: 2/24/12 Robert Brockus
14. V.O. Staffing Solutions, LLC (formerly Kelly Staffing) 301 S. Main St.
851-2998 opened 1/15/12 Allison Johnson

Finance & Administration Division

Finance

Human Resources

Information & Technology

Court

Purchasing

Finance and Administration Monthly Report

February 2012

FINANCE

- Met with Department Heads to work on preliminary budgets
- Attended TCRS workshop and received biennial actuary results
- Met with GBS and Shaw and Associates, benefits consultants, related to upcoming employee insurance renewal.
- Attended MTAS training session on employee evaluations
- Worked on Revenue Projections for FY 2013
- Worked on various supplemental schedules for the FY 2013 Budget Document
- Received Departmental Budget Requests on Feb. 29. The first several weeks in March will be spent compiling the City Budget and review and analysis with the Department Heads and City Manager.
- Completed benchmarking material for Center for Performance Management Project
- The City collected over \$1.3 million in property taxes during the month of February.

HUMAN RESOURCES

- Multiple meetings to prepare for annual insurance renewal.
- Worked on compression pay study.
- Toured Public Works & Parks Departments with the TOSHA inspector for our bi-annual inspection (February 8).
- Coordinated employee meetings on performance evaluations (February 20-22).
- 2 Positions filled during February: 1 FT Utility worker and 1 PT Recreation Service Assistant in the Parks Department. There were no separations in the month.
- Worker's Compensation accidents in the month: 1 knee cut and bruised from fall (minor treatment from clinic).

Finance and Administration Monthly Report-continued

February 2012

IT

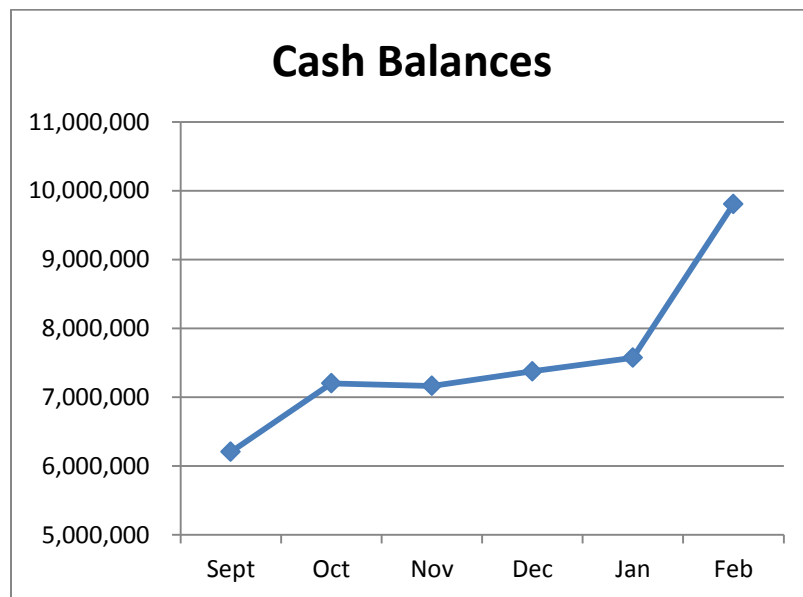
- Worked with Metro I.T. regarding CJIS
- Trouble shoot Incode issues and reload office for Greg Waite.
- Ordered and put into service replacement phones.
- Worked with Sumner County 911 and Vision Air regarding RMS Data.
- Worked with Fire Department wireless connection and e-mail issues for training.
- Installed Vision update for Fire Department on Server and Workstations.
- Activated phone and set up user information for Parks employee.
- Worked at Moss Wright with phone and network issues.
- Installed software updates.
- Reprogramed computer and printer for Sherry Montgomery move to the community center.
- Met with and assisted Marc Janco regarding security cameras and server for Public Works.
- Responded to other calls for service as requested.
- Worked with State of Tennessee and Incode regarding new court reporting procedures.
- Assisted with property tax issues.

City of Goodlettsville Monthly Financial Summary for February 2012

UNASSIGNED FUND BALANCE						
	Ending Balance	Ending Balance	Budgeted Balance	Projected Balance	% of Operating	
Operating Fund	FY 11	Current Month	6/30/2012	6/30/2012	Budget	
General Fund	2,032,866	2,513,453	600,771	966,000	9.07%	
Sanitation	123,761	116,837	13,179	13,000	1.47%	
Tourism	939,621	860,064	612,096	612,000	165.62%	
CASH IN BANK	Sept	Oct	Nov	Dec	Jan	Feb
General Fund	1,241,225	672,779	632,948	767,395	986,502	2,475,700
Sanitation	137,546	139,597	126,531	137,014	142,592	141,864
Tourism	1,000,848	1,023,800	1,014,424	1,016,506	872,631	874,884
Sewer	3,827,583	5,364,544	5,389,042	5,453,936	5,572,475	6,314,424
Total Cash	6,207,202	7,200,720	7,162,945	7,374,851	7,574,200	9,806,873

KEY REVENUE INDICIES						
						Projected Over/
<u>Operating Fund</u>	<u>Indicator</u>	<u>Month</u>	<u>YTD</u>	<u>Annualized</u>	<u>Target</u>	(Under) Budget
General Fund	Local Sales Tax	507,719	2,444,860	3,944,860	3,708,000	236,860
	State Shared Tax	154,897	1,023,920	1,535,880	1,676,000	(140,120)
	Property Tax	1,358,372	2,908,347	3,151,611	3,125,000	26,611
	Court Fines/Fees	35,449	176,068	264,102	220,000	44,102
Tourism	Hotel/Motel Tax	24,592	285,755	428,633	360,000	68,633
Wastewater	Sewer User Fees	411,582	2,951,214	4,426,821	4,100,000	326,821
Sanitation	Sanitation Fees	70,469	477,377	716,066	711,000	5,066
Revenue Summary						
General Fund Collected YTD		7,585,380		Wastewater Fund Collected YTD		3,031,123
General Fund Target		10,656,740		Wastewater Fund Target		4,305,000
Difference		3,071,360		Difference		1,273,877
		71%				70%
OPERATIONS EXPENDITURE SUMMARY						
						Projected Over/
Operating Dept		Month	YTD	Annualized	Budget	(Under) Budget
General Government		144,452	1,312,211	1,968,317	1,981,115	(12,799)
Police		260,018	2,258,263	3,387,395	3,632,696	(245,302)
Fire		99,193	890,811	1,336,217	1,426,783	(90,567)
Hwys & Streets		64,627	558,469	837,704	977,587	(139,884)
Parks/Recreation		85,347	708,517	1,062,776	1,286,748	(223,973)

Police Drug Fund		17,284	136,522	204,783	288,214	(83,431)
Sanitation		64,608	484,598	726,897	886,582	(159,685)
Tourism		22,948	380,614	570,921	702,525	(131,604)
Wastewater		308,404	2,217,184	3,325,776	4,806,590	(1,480,814)
FUND EXPENDITURE SUMMARY						
						Projected Over/
Fund		Month	YTD	Annualized	Target	(Under) Budget
General		708,531	7,104,793	10,657,190	12,077,874	(1,420,685)
Sanitation		64,608	484,598	726,897	886,582	(159,685)
Wastewater		308,404	2,217,184	3,325,776	4,806,590	(1,480,814)



MONTH OF FEBRUARY 2012**MONTHLY MANAGEMENT REPORT****COURT**NUMBER OF TICKETS ISSUED IN FEBRUARY 2012 - 498NUMBER OF DEFENDANTS APPEARING IN COURTFEB. 14 10:00 A.M. **55**FEB. 14 2:00 P.M. **67**FEB. 21 10:00 A.M. **93**

TOTAL FOR MONTH **215**NUMBER OF DEFENDANTS ON CONTESTED DOCKETFEB. 21 2:00 P.M. **9**NUMBER OF NON-TRAFFIC CITATIONS (i.e. codes / misdemeanors violations)CODES **0**MISDEMEANORS **1**NUMBER ASSIGNED TO TRAFFIC SCHOOLFOUR HOUR SCHOOL **118**EIGHT HOUR SCHOOL **5**

Public Safety

Police

Fire

**Goodlettsville Police Department
Chief Pope's Monthly Report
March 7, 2012**

The attached figures are for all reported crime in the month of February 2012. The data for February is only about 75% complete due to extensive training our records clerk has been receiving in the past three weeks. We are still having issues with our software in regards to traffic accidents. The report still shows all accidents as property damage accidents. The software vendor has replicated the problem and is working toward a solution.

In the month of February 2012:

The major investigation for this month is the double homicide that occurred on 2/27/12 at the Rodeway Inn on Wade Circle. A husband and wife were found murdered with each suffering multiple gunshot wounds. It is believe this crime occurred between 2am-6am that morning. At this point it a possible motive is robbery. There are no identified suspect/suspects at this point in the investigation. Detectives are reviewing all security videos from the area businesses. We do not feel this was a random act of violence. We feel the victims were targeted for some reason. Anyone having any information about this crime is asked to call 859-3405.

Detectives presented evidence from a November 2011 auto theft case to the Sumner County Grand Jury and received indictments against two individuals. Both were arrested in January.

Patrol officers investigated an aggravated assault that occurred in the parking lot of Silverado's at 709 Rivergate Parkway. The suspect was gone upon the officers arrival, but the victim was able to identify the suspect. A warrant was obtained charging the suspect with aggravated assault.

A burglary was reported at an apartment at Lodge North Apartments on Moss Trail. The detective investigating the case determined that the victim's daughter had actually taken the property and sold it. A warrant was obtained charging the daughter with theft.

On 2/10 Crime Suppression Officers (CSU) raided the Citgo Expressway Market for selling synthetic narcotics. This was the second time in two weeks this market had been raided for the same violation.

CSU officers, assisted by Metro PD Flex Unit, served a narcotics search warrant at a Goodlettsville home. They arrested two individuals and recovered approximately two ounces of cocaine and a small amount of marijuana. The officers seized one vehicle and cash.

Patrol officers investigated a report of three children being left unattended in a car at Rivergate Mall. The mother was located and subsequently charged. The children were released to an aunt.

Patrol officers responded to a suspicious person call at Lodge North Apartments on Moss Trail. This person was later located in an apartment. The subsequent investigation led to the discovery of a large amount of white powder substance. It is believed some cocaine was mixed with this white powder. The powder is being sent to the TBI lab for analysis. This investigation is continuing.

Patrol officers responded to a reported assault at the America's Best Value Inn on Rivergate Parkway. The suspect had assaulted two individuals at the motel. During the arrest of the suspect she assaulted two officers. She was charged with multiple counts of assault, evading and resisting arrest.

On Going Projects:

The first draft of the 2012 – 2013 police department budget has been completed and submitted to the city manager for review.

The fire and police departments are continuing to work on the upgrading of our radio system.

The MTAS assessment of the police department was completed last month and we are awaiting the results.

The Citizens Police Academy began on March 6. This is the ninth year we have had this academy.

All officers with the department have completed training on a new electronic traffic crash reporting system called TITAN. This will allow all crash reports to be electronically submitted to the state.

GOODLETTSVILLE POLICE DEPT
105 S MAIN STREET
GOODLETTSVILLE TE 37072

Jurisdiction : TN0190400

Monthly Summary Report
 For February 2012

<u>Crime Type</u>	<u>February Offenses</u>	<u>February Counts</u>	<u>2012 Offenses</u>	<u>2012 Counts</u>
11D 11D FORCIBLE FONDLING	0	0	1	1
120 120 ROBBERY	2	2	2	2
13A 13A AGGRAVATED ASSAULT	3	3	5	5
13B 13B SIMPLE ASSAULT	18	23	34	41
13C 13C INTIMIDATION	2	2	9	11
13D 13D ASSAULT (STALKING)	1	1	1	1
210 210 EXTORTION/BLACKMAIL	2	2	2	2
220 220 BURGLARY/BREAKING AND ENT	10	10	32	32
23C 23C SHOPLIFTING	36	37	68	70
23D 23D THEFT FROM BUILDINGS	3	3	11	11
23E 23E THEFT FROM COIN-OPERATED	0	0	2	2
23F 23F THEFT FROM MOTOR VEHICLE	9	14	13	18
23G 23G THEFT OF MOTOR VEHICLE PA	3	3	5	5
23H 23H ALL OTHER LARCENY	5	5	10	10
240 240 MOTOR VEHICLE THEFT	1	1	5	5
250 250 FORGERY/COUNTERFEITING	0	0	2	2
26A 26A FALSE PRETENSE/SWINDLE/CC	2	2	6	6
26B 26B FRAUD CREDIT CARD/AUTOMA	1	1	1	1
26C 26C IMPERSONATION	3	3	8	8
280 280 STOLEN PROPERTY OFFENSES	0	0	1	1
290 290 DESTRUCTIVE/DAMAGE/VANDAL	11	11	23	23
35A 35A DRUG/NARCOTIC VIOLATIONS	12	12	23	23
35B 35B DRUG EQUIPMENT VIOLATIONS	8	8	11	11
90B 90B CURFEW/LOITERING/VAGRANC	1	1	1	1
90C 90C DISORDERLY CONDUCT	0	0	2	2
90D 90D DRIVING UNDER THE INFLUEN	12	12	18	18
90E 90E DRUNKENNESS	1	1	3	3
90F 90F FAMILY OFFENSES , NONVIOLE	1	3	1	3
90G 90G LIQUOR LAW VIOLATIONS	2	2	3	3

Jurisdiction : TN0190400

Monthly Summary Report
For February 2012

90I	90I RUNAWAY	1	1	8	8
90J	90J TRESPASS OF REAL PROPERTY	5	5	11	11
90Z	90Z ALL OTHER OFFENSES	36	37	67	71
000	Un-reportable Offenses	35	35	61	61

Persons Arrested : 140

Total For February

2012 To Date

TYPE	Males Arrested		Females Arrested		Males Arrested		Females Arrested	
	All Arrests	Narootio	All Arrests	Narootio	All Arrests	Narootio	All Arrests	Narootio
1.Adults	74	8	52	1	145	13	94	2
2.Juveniles	4	1	10	1	11	1	14	1
TOTALS:	78	9	62	2	156	14	108	3

Traffic Reports :

TYPE	Total For February	2012 To Date
Fatal	0	0
Injury	0	0
Property Dmg Only	51	138
Private Property	0	0

Citations/Warrants :

	Total For February	2012 To Date
Citations	0	0
Warrants	0	0

Values :

TYPE	Total For February	2012 To Date
Burglary Stolen	10,559.00	81,443.00
Larceny Stolen	20,907.00	41,685.00
Robbery Stolen	620.00	620.00
MVT Stolen		5,000.00
Burglary Recovered	1,250.00	1,529.00
Larceny Recovered	3,684.00	6,878.00
Robbery Recovered		
MVT Recovered		16,300.00
Total Stolen	32,086.00	128,748.00
Total Recovered	4,934.00	24,707.00
Criminal Damage	5,178.00	13,303.00

Jurisdiction : TN0190400

Monthly Summary Report
For February 2012

Traffic Accidents for Month



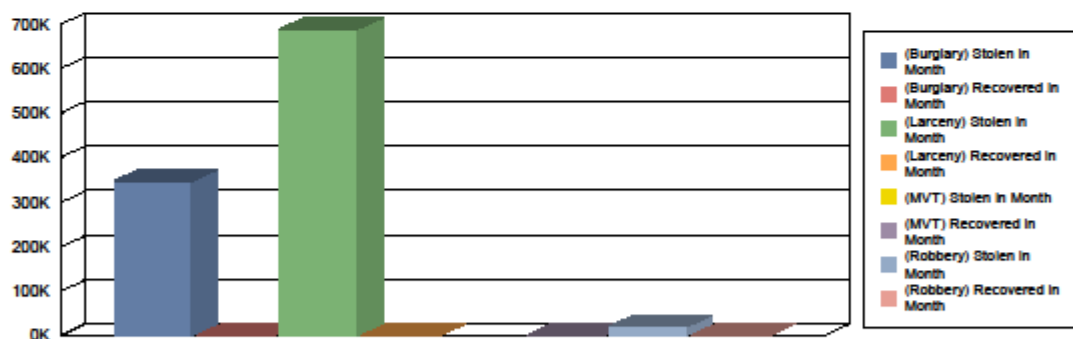
Traffic Accidents with Injuries	0.0%
Sum of R_Monthly_Summary.1.Prop_Dmg_Month	100.0%
Traffic Accidents with Fatalities	0.0%
Total:	100.0%

Traffic Accidents Year To Date



Traffic Accidents with Fatalities	0.0%
Traffic Accidents with Injuries	0.0%
Traffic Accidents with Property Damage	100.0%
Total:	100.0%

Stolen and Recovered Values for Month



Fire Department February 2012

Summary of Month's Activities

Fire Operations

The Department responded to 239 calls for service for the month of February.

Fire Administration

Renewed EMT License for two employees.

Finalized Budget request for the Department and submitted it to the Finance Department.

Continued working on the CPM 101 Survey.

Three employees attended classes at Volunteer State Community College to become IV certified. They completed their Clinical training at Metro General Hospital.

Reviewed revised final Master Development Plan for Cottage Grove at Twelve Stones Crossing. One large issue remains unresolved at this time that involves the Fire Department access road.

Reviewed the Site Plan for Fifth Third Bank that plans to build at Long Hollow Pike and Caldwell Drive.

Reviewed revision Plans for part of Lot 1 at Edmondson Subdivision on Willis Branch Road.

Departmental Highlight

The Training room has been utilized this month for the following:

Volunteer State Community College Fall EMT Class
Budget Meeting for each Department
Employee Performance Evaluation meeting for employees and Supervisors
Summer League Softball meeting

Fire Department January 2012

Monthly Performance Indicators

Incident Responses

Structure Fires	1	MVA / No Injury	5
Cooking /Electrical Fires	2	Motor Vehicle/Pedestrian Accident	0
Vehicle Fires	1	Rescue	3
Grass /Brush /Trash Fires	2	False Alarms/False Calls	36
Hazmat	0	Assist Other Government Agency	0
Other Calls / Assist	23		
Emergency Medical Calls	151	Total Responses for the Month	239
Vehicle Accidents with Injuries	15	Total Responses for the Year	454

Fire Fighter Training

Total Training Man Hours for the Month	232
Total Training Man Hours YTD	366

Fire Inspection

	This Month	YTD
Fire Investigations	0	1
Plat/Plan Review	3	5

Public Fire Education

	This Month	YTD
Participants	1	40
Education Hours	1	10
Number of Occurrences	1	4

Fleet Maintenance

2 Scheduled Services

29 Repairs

Special Projects

Pump Pool on Mason Lane

Update MSDS Sheets

Aided TML with building measurements

Evaluation Meeting

94 Twin Hills on Water Removal

OSHA signs posted throughout Fire Hall

Outstanding Issues

Waiting on Tires for 102 and 103

Trying to get with Tim Preston to help put the Salvage truck on Gov. Deals

Fire Maintenance Cost Savings Report

In house repairs to vehicles and building to cut down on the cost.

Public Services

Public Works

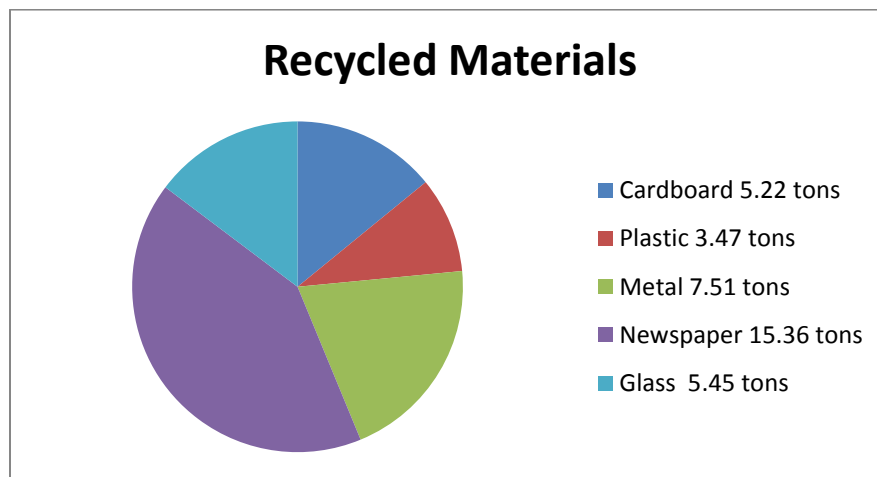
Sewer

Parks, Recreation & Tourism

Public Works Monthly Report

February 2012

SOLID WASTE:



- Monthly tonnage residential solid waste collected: 200
- Monthly tonnage convenience center solid waste collected: 154
- Monthly cubic yards of wood chips removed from lot: 96

SEWER:

- Sewer rehabilitation continues
- Equalization tank inspections at Mansker Creek Pump Station
- Monthly equipment, pump station maintenance, and bioxide tank filling
- Daily pump station inspections
- By-pass sampling to lab
- Bi-annual Tyson sampling collected and submitted to lab
- Rainfall for month: 2.05"

Public Works Selected Performance Indicators	Total	YTD
Brush Pick-Up Areas Covered	5	10
Culverts Cleaned	1	3
Curb – Repair/Install/Remove	2	2
Dead Animal Pick-Up Requests	3	5
Drainage Inspection Requests	4	5
Driveway Permits Issued	0	0
Emissions Testing/License Plates for Vehicles	0	0
Excavation/Street Cut Permits Issued	1	1
Exemption Route Requests	2	2
Graffiti Removal Requests	0	1
Land Disturbance Permits Issued	1	1
Litter Pick-Up Days	5	8
Mowing Requests	0	0
Public Services Calls Received (Main Line)	103	335
Sanitation – Bulk Item/Junk Pick-Up Request	0	1
Sanitation – Cart Repairs	12	19
Sanitation – Second Cart Request	0	1
Signs Repaired/Installed (Street or Name)	3	6
Snow Removal – Number of Storms	0	1
Storm Drains Cleaned	23	63
Storm Drains Repaired or Replaced	2	4
Stormwater Inspections Performed (Active Construction Sites)	12	23
Stream and/or Tributary Clean-Up/Clean-Outs	2	2
Streets Paved	0	0
Streets Repaired (potholes)	5	9
Streets Swept (miles)	38.5	77
Streets Striped	4	4
Tennessee One Calls	62	160
Traffic Signal Repair	5	11
Tree Trimming Requests	1	2
Vehicle Maintenance – Routine	75	98
Vehicle Maintenance – Unscheduled	46	77
Water Quality-Related Outreach Events	5	8

PUBLIC WORKS FACILITY, OUTREACH, PROJECT REVIEW:

- Building cleaning and maintenance
- Monthly underground tanks testing
- Stormwater Administrative Hearings workshop class facilitated by MTAS
- Monthly staff/safety meeting
- Public Works section of website page updates
- Long Hollow Pike signalization, Signal @ Madison Creek Road, Pedestrian crossing at Caldwell/Moss-Wright Park meetings
- Monthly stormwater managers' public meeting
- Street light outage inventory and repair
- Missing street sign and bent sign inventories
- Retro-reflectivity sign project
- Request for Competitive Sealed Proposals for Solid Waste Collection and mandatory pre-bid meeting
- Budget kick-off meeting; draft budget preparation
- Employee performance evaluation workshops
- Right-of-Way mowing contract extension
- Compiled CPM 101 Survey Data for Sanitation, Highways & Roads
- Drafted stormwater utility ordinance, sanitation contract and related documents

OUTSTANDING ISSUES:

- Draft of revised Stormwater ordinance
- Street maintenance survey
- Pam's underground storage tank training and certification (due August 2012)

Parks, Recreation, and Tourism Monthly Report

February 2012

PARKS PROJECTS:

- Meet with Alan Yates about all park roofs to begin roof replacement schedule
- Moved furniture around at center for carpet
- Met with Jimmy Ralph about poles at field 1 for backstop net
- Moved extra bleachers from Community Center to Moss-Wright
- Called company to pick up burnt oil
- Met Don Lanius about pool storage and skirt around shelter 2 – budget estimates
- Inspected all bleachers upon return from loan and before leagues began
- Met with AAA fence about moving field 1 fences back
- Had lights put in at football storage
- Moved Sherry into new office
- Attended meeting at public works about garbage truck and sanitation requirements
- Compiled gas ticket information
- Attended weekly staff meetings
- Loaded pool and air hockey tables that were sold on govdeals
- Sprayed Peay Park infields to kill weeds
- Applied pre-emerge and weed killer to football fields
- Completed renovation of quad infields by adding field conditioner, rolling, dragging
- Added pre-emerge to all sports fields with the exception of football fields
- Seeded and straw around batting cage area at field #6
- Cut and removed limbs from damaged trees
- Installed dog waste stations
- Packed the trail with the roller
- Made repairs to playground equipment
- Removed brush and debris around the trail area behind the basketball goals at MWP
- Completed winter service on gators, mowers, walk behind mower, push mower, skid steer, sharpened reels on reel mowers
- Painted restrooms at the comfort station and soccer

RECREATION:

- Daddy Daughter Dance – sold out
- Teddy and Me Tea Program
- Hosted Tiny Tykes program each Thursday morning
- Hosted youth basketball games
- Completed futsal league
- Hosted open gym for basketball and futsal
- Hosted popular Zumba class, yoga, and bootcamp
- Multiple rentals for league coaches meetings

HISTORIC SITES:

- Had 5 chimneys cleaned by Mike Weaks Chimney Sweep
- Had site visit from American Association of Local and State History
- Completed Volunteer Manual update
- Completed Educator's Packet update

ADMINISTRATION:

- Attended Web Assistance Training for tnvacation.com
- Conducted interviews for Parks Utility Worker position and hired Geoffrey Sanders. Sanders has a BS in Agricultural Business, possesses Class 3 pesticide applicator certification, and has worked at Moss-Wright Park for 6 summers.
- Amy Mitchell spoke at Breakfast Bytes on Thursday, February 3
- Attended LPRF Grant Workshop
- Attended a Sumner County Sports Council Meeting with Sumner County CVB
- Met with Chief Pope and Captain Jenkins regarding 4th of July logistics
- Met with Davidson County Sheriff's Office to coordinate use of inmates in Davidson County park projects
- Met with White House Utility District to determine cause of low water pressure in Soccer Concession building and high water pressure at soccer fields
- Met with Girls Softball President, Jeff Leathers, regarding upcoming season
- Met with Youth Baseball President, John Robertson, regarding upcoming season
- Met with MTFC President, Ken Farley, regarding upcoming season
- Met with TUSC Treasurer, Beth Foutch, regarding upcoming season
- Talked with TUSC Director of Coaching and Player Development, Andy Poklad, regarding upcoming season
- Coordinated use of Community Center for MTFC coach's training
- Completed first meeting of the Parks Board

REPORTED PROBLEMS:

- Complaint at dog park about glass cutting the dog's feet. Resolved by covering with mulch.
- Problem with sick skunk at MWP. Removed from park.

Program Participation

Program Name	# Enrolled	R	NR	Total Revenue	Total Expenditure
Zumba	285			\$285.00	\$0.00
Yoga	26			\$52.00	\$0.00
Book Club	10			\$0.00	\$0.00
Tot-time	120			\$0.00	\$0.00
Irish Step Dance		3		\$150.00	\$120.00

Daddy Daughter Dance	238	140	98	\$2,380.00	\$1,369.41
10-12 Girls Youth Volleyball	32	9	23	\$1,855.00	
13-15 Girls Youth Volleyball	57	45	12	\$3,405.00	
Adult Volleyball	5 teams			\$1,375.00	
				\$9,502.00	\$1,489.41

Reservation Information

Total # Permits Created	R	NR	Total Revenue
Community Center	10	9	302.5
Shelters	6	8	675

Community Center Use

Community Center	Total Number	R	NR	Total Revenue
Track Passes Scanned	150	115	35	0
Dollar General Scanned	40	0	0	\$0.00
# Youth Scanned	67	0	0	\$0.00
# Seniors Scanned	285	160	125	\$0.00
Walk In Users	294	85	185	\$910.00
New Passes Sold 17 & Under	8	8	0	\$0.00
New Passes Sold 18 - 59				
New Passes Sold 60+	6	5	1	\$0.00
New Track Passes Sold	13	5	8	\$210.00
	863	378	354	\$1,120.00

Senior Spirits Participation Numbers

Senior Spirits	Participation Numbers
Week 1 Feb 1 thru 3 2012	28
Week 2 Feb 6 thru 10 2012	85
Week 3 Feb 13 thru 17 2012	75
Week 4 Feb 20 thru 24 2012	75
Week 5 Feb 27 thru 29 2012	68
Total	331

Community Development Services

Economic Development
Planning
Codes



COMMUNITY DEVELOPMENT DEPARTMENT

Sub-group: Economic Development

Monthly Management Report: February 2012

Business Recruitment / Retention & Expansion

- City Manager Ellis and Tom Tucker met with Oak Point Properties who stated that they had finally accomplished the purchase of the Regions Building. They are going to work closely with the City in achieving the goal of getting the office remodeled and populated with office workers as soon as feasible.
- Robison Tire, a tire wholesaler out of Laurel, Mississippi which has locations throughout Mississippi and Alabama will lease a large space (80,000sf) at Space Park North. The project is moving forward and Robison is looking in Goodlettsville for office and warehouse help (new jobs) as well as truck drivers. Final Codes and Fire inspections have been accomplished. They should be open for business by mid-March.
- Little Caesars Pizza opened their new restaurant in Caldwell Square on February 28th. They are located directly next to Firehouse Subs.
- Not meaning to excite people, but, the Zaxby's chain is once again looking at Goodlettsville. It has been a mercurial search since November 2007. Don't hold your breath.
- Currently working with an equipment calibration laboratory firm out of Rochester, New York who is interested in establishing a Nashville-area office (albeit small one) in Goodlettsville. Prospects look favorable at this time.
- Worked with the Nashville Area Chamber of Commerce's Retention and Expansion specialists in getting them up to Goodlettsville to work with the Goodlettsville Chamber with regarding to ramping up a local program for assisting local businesses with expansion-type programs.
- The former Gibson Boat Company property, located directly behind the Dollar General store on North Main, has been for sale. The ownership reduced the price of this property by approximately 57% on February 23rd. The owners are taking an aggressive position to get it sold.
- Working with an out-of-state company which is very interested in putting in a very high-end, very fancy, very state-of-the-art, totally automatic car wash (attended) someplace strategic to their business – in Goodlettsville.

- Continued efforts during the month of February to get “hooked up” with notable developers in the hotel industry. The notion is that all of the growth taking place in Nashville will also be good for the case of reliever hotels for Goodlettsville. Goodlettsville ECD is trying to get meetings with hotel developers to validate such thoughts ... and lead to new hotel construction.

Statistics

- As reported elsewhere in this City Manager’s Report, sales tax collections for the City of Goodlettsville have been improving month by month for nearly 24 straight months. The sales tax figures for December show a 6.17% increase for the Sumner County side of Goodlettsville and a 4.88% increase for the Davidson County side.
- The following statistics were compiled for Fiscal Years [2010/2011](#) and [2011/2012](#)

○ Meetings Attended	397	408 estimated
○ Contacts Made	259	231 to-date
○ Number of Business Leads	09	06 to-date
○ Existing Business Visits	14	11 to-date
○ Number Visits by Firms	04	06 to-date
○ Expansions Worked	02	02 to-date
○ Capital Investment	\$09M est’d	\$12M est’d
○ Number of Jobs	63	269

- Publix Super Markets is the highest ranked bricks-and-mortar retailer in Middle Tennessee according to a report released recently by the American Customer Satisfaction Index (ACSI). While supermarkets in general are up 1.3% to 76, Publix remains the grocer to beat, with a score of 84. The best of the best among all retailers — traditional or online — is Amazon.com with a score of 86. Other highly ranked traditional retailers in the Nashville MSA include Costco with a score of 83 (+1%), J.C. Penney at 82 (+2%), Sam’s Club at 81 (+4%).

Meetings

- For the month of February, 2012, the ECD Department participated in many meetings, the most significant of those meetings were with the following organizations:
 - P2020 Full Investor Annual Meeting (NACC at Bridgestone Arena)
 - Broker Headquarters Group (hotel recruitment)
 - Ribbon cutting (Goodlettsville Chamber – holistic health company)
 - ASMBAs Properties (Carter Howard – hotel opportunities)
 - Budget Planning meeting (City Manager and staff – Fire Hall)
 - Performance Evaluation meetings (MTAS – Fire Hall)

- Women of Influence Luncheon (Renaissance Hotel – NBJ)
- Chaired Monthly Economic Development Committee Meeting – G’ville Chamber
- P2020 Marketing Committee Meeting (Bell South building)
- TVA Annual ECD Forum (2 days – Downtown Hilton)
- Strategic/Tactical Objectives Planning with the Goodlettsville Chamber
- Luncheon Meeting with Brian Manning of Pinnacle Bank
- TEDC “Day on the Hill” – Legislative Plaza and Sheraton Hotel (1 day)
- Meeting with Turkish business delegation (Hendersonville Chamber)
- Senator Joe Haynes meeting (pertaining to Industrial Development Board)
- Retention & Expansion Meeting (NACC with GACC)
- Held Community Development Departmental Meeting (discuss goals, budgets)

Special Projects

- Participated in the monthly two-day session for Leadership Middle Tennessee. Spent these two days throughout Davidson County.

Outstanding Issues

- City Manager Ellis and I are working on getting the whole Industrial Development Board “house in order.” Many things need to be planned, organized, voted upon, etc. before any appointments to a “new” IDB can be put in place. This issue has been in a previous report, but we ARE making progress. We have met with City Attorney Joe Haynes regarding the ordinance. We have to meet with Mayor Manning to discuss the terms of the new appointees (not named as of yet).
- Have sent in “Round 1” of the following items. They need to be approved by City Manager and Board of Commissioners before being finalized. Several months of working on this still needs to occur before these items are completed for Fiscal Year 2012/2013.
 - Preliminary budget for the year
 - Performance Indicators for Position
 - Strategic initiatives and goals
 - Early phases of the Performance Evaluation process
 - Planned travel budget (trips) for the year

COMMUNITY DEVELOPMENT**Planning Department****March 7, 2012****Ongoing Activities**

Numerous requests for information related to refinancing of properties in Goodlettsville.

Collection of information and data tied to ongoing developments.

Production of information and data needed for assembly of the monthly Planning Commission agenda.

Produced monthly staff report for the regularly scheduled Planning Commission meeting.

Produced monthly staff report for the regularly scheduled Board of Zoning and Sign Appeals meeting.

Responded to various requests for information pertaining to completion/implementation of approved plans.

Meetings

Attended various meetings concerning Goodlettsville's continuing participation in regional efforts:

Metropolitan Planning Organization (MPO)

Goodlettsville Area Chamber of Commerce Economic Development committee

Attended budget workshop

Attended Imagine Goodlettsville meeting

Met with developers concerning redevelopment of the Masons Motel property

Attended Semi-Annual meeting of the Tennessee Chapter American Planning Association

Attended TDOT public meeting concerning new noise wall barriers along I-65

Met with engineers and developer of Cottage Grove at Twelve Stones Crossing

Special Projects

Met with consulting engineers concerning traffic issues within the city concerning immediate needs and the possibility of need for future traffic studies.

	<i>Goodlettsville Codes Department Activity Report February 2012</i>	
<u>Activity</u>	<u>Scope of Activity</u>	<u>Total Monthly</u>
Issuing of Permits	Building(Commerc. & Resid.), Burn, Demolition, Blasting, Sign, Fireworks, Pool, Yard Sale	17 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	6 inspections
Fire Investigations	Duties of Fire Marshall involving fires in the city limits	0 investigation
Building Inspections	Building Related	23 inspections
Property Standards	Ensuring property standards compliance-sending letters and/or notification	27 notifications
Follow-up Inspections	Following up on letters sent to ensure property concerns are now in compliance	11 inspections
Signs Removed	Illegal signs removed from city limits	42 signs
I.B.C. Training	Training for the departments required certification test/International Building Certif.	26 hours/ testing included
Storm Water Training	EPSC training and certification	0 hours
Fire Inspection Training	L. DiOrio and M. Bauer required training on Fire Code	0 hours
Property Maint. Liens	Unpaid property maint.issues including grass cutting, demo of unsafe structures, etc.	0 liens
Building and Codes Report	Report issued monthly for permit information-listed on City website	1 Report
Sumner County Impact Fee	Collect and Distribute Tax collected for Sumner County New Residential Homes	0 homes/collected
Flood Event/FEMA	M. Bauer assisting flood properties and FEMA requirements. Includes all documentation	20 hours
Issuing of Addresses	Assisting Metro/Davidson County 911 with assigning addresses for the city	2 addresses
Plan Reviews	In-house plan review by M. Bauer/Assisted also with outsourced plan reviews	3 properties
Storm Water Report	Monthly Storm Water Report for Administrative Building/G. Waite	1 Report
Unsafe Structure Abatement	Demolition of unsafe structure	0 structure

Citations to Court	Municipal Code Violations	0 citations
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	daily

Goodlettsville Codes Department Building Report February 2012										
Permit	Date	Cost	Mag	Parcel	Lot	Address	Owner	Contractor's License	Type Str	County
New Residential										
	Total	0.00								
New Commercial										
	Total	0.00								
Additions & Remodeling										
20120018	2/2/2012		25.8	11	E	307 S. Main St. Suite E	Jason Weiss/Printing	Owner	Fire/Life Safety	Davidson
20120019	2/3/2012	181,000.00	143K	A-12	12	109 Bella Vista Dr.	Michael Price	38279	Inground Pool	Sumner
20120021	2/7/2012		26.02	26		909 Conference Dr.	Great Clips	Owner	Temp. Sign	Davidson
20120022	2/7/2012		19.14	14		105 Northcreek Blvd.	Great Clips	Owner	Temp. Sign	Davidson
20120024	2/13/2012	24,000.00	143A	13	36	705 Rachel Drive	Robert Ingram	48832	Inground Pool	Sumner
20120025	2/17/2012	1,300.00	25.8	20	3	419 S. Main St.	Beltone	Knovel Signs	Sign	Davidson
20120026	2/17/2012	32,000.00	143	22	30	122 Copper Creek Dr.	Dale Willett	36743	Inground Pool	Sumner
20120027	2/21/2012	1,000.00	26.13	2		703 Rivergate Pkwy.	Shell Station	Owner	Commercial Remodel	Davidson
20120028	2/24/2012	39,000.00	M-140	22.05		1357 Madison Creek	Ashley Gorley	63013	Inground Pool	Sumner
20120029	2/27/2012	3,300.00	143D		10	119 Copper Creek Dr.	Thad Touchton	Rosecreek Landscap.	Retaining Wall	Sumner
	Total	281,800.00								
Total New Residential		0.00				Single Family Dwellings				
Total New Commercial		0.00				Davidson		0		
Total Add/Remodels		281,800.00				Sumner		0		
Total All Permits		281,800.00				Total		0		

City Projects

Capital Improvements
Special Projects



City of Goodlettsville

Project Status Update

March 8, 2012

Changes to this report from the previous month are noted in **RED**.

EQUALIZATION TANK

Project Cost: \$7,014,268.29

Engineer / Architect / Consultant: CDM, Inc.

Contractor: W.L. Hailey, Inc.

Status: 99% Complete

Completion Date: Substantial – March 16, 2012
Final – April 20, 2012

*The City is currently withholding all pay requests in order to satisfy the monetary balance of liquidated damages.

Notable outstanding issues:

1. Extended Warranties
2. Liquidated Damages
3. Contractor completing the project



EXTERIOR



INTERIOR

PHASE V SEWER REHABILITATION

Project Cost: \$4,427,954.34
Engineer / Architect / Consultant: GRW, Inc.
Contractor: Moore Construction
Status: **Work Complete 74.85% Approximate**
Time Complete 85.9% Approximate
Completion Date: June 30, 2012
Notable outstanding issues: None noted

ROADSCAPE PROJECT

Project Cost: \$157,000.00
Engineer / Architect / Consultant: Kimley-Horn and Associates
Status: Bids Opened and submitted to TDOT for approval
 Low Bid: \$97,976.45 (Reed Landscaping) (STILL AWAITING
 TDOT APPROVAL)
Completion Date: March 30, 2012 *ESTIMATED*
Notable outstanding issues: NONE

Goodlettsville Roadscapes Grant

			Opinion of Probable Cost		
			Kimley-Horn and Associates, Inc.		
Item No.	Item Description	Unit	Quantity	Unit Price	Amount
105-01.50	Construction Layout	LS	1	\$ 2,000.00	\$ 2,000.00
209-09.37	Silt Sack Inlet Protection	EA	10	\$ 250.00	\$ 2,500.00
209-08.03	Temporary Silt Fence (without backing)	LF	3400	\$ 4.00	\$ 13,600.00
709-05-10	Machined Rip-Rap	CY	10	\$ 50.00	\$ 500.00
714-40	Locating Utilities	LS	1	\$ 3,000.00	\$ 3,000.00
717-01	Mobilization	LS	1	\$ 10,000.00	\$ 10,000.00
740-10.01	Geotextile (Type 1)	SY	10	\$ 10.00	\$ 100.00
201-05.10	Vegetation Removal	LS	1	\$ 1,000.00	\$ 1,000.00
203-07	Furnishing & Spreading Topsoil	CY	2000	\$ 5.00	\$ 10,000.00
801-06.10	Shredded Hardwood Mulch (Landscaping)	CY	35	\$ 50.00	\$ 1,750.00
801-01.04	Seeding (Wildflower Mixture)	ACRE	1.5	\$ 2,178.00	\$ 3,267.00
801-02	Seeding (Little bluestem grass)	ACRE	0.5	\$ 2,178.00	\$ 1,089.00
801-02.15	Fertilizer	TON	3.5	\$ 200.00	\$ 700.00
802-01.02	Trees (Liriodendron Tulipi)(1.5-2" Cal. B&B)	EA	6	\$ 200.00	\$ 1,200.00
802-01.10	Trees (Quercus shumardii, Shumard Oak, 2" Cal. B&B)	EA	3	\$ 200.00	\$ 600.00
802-01.11	Trees (Ilex opaca, American Holly, 2" Cal. B&B)	EA	22	\$ 200.00	\$ 4,400.00
802-01.12	Trees (Juniperus virginiana 'Glauc', Glauca Juniper, 6-8' ht. B&B)	EA	64	\$ 150.00	\$ 9,600.00
802-03.01	Shrubs (Euonymous alatus, Burning Bush, 3 gal.)	EA	25	\$ 75.00	\$ 1,875.00
802-03.02	Shrubs (Forsythia intermedia, Border Forsythia, 3 gal.)	EA	152	\$ 75.00	\$ 11,400.00
802-03.03	Shrubs (Rhus aromatica, Fragrant Sumac, 3 gal.)	EA	67	\$ 75.00	\$ 5,025.00
802-07.01	Flower (Hemerocallis 'Stella de Oro', Stella de Oro Daylily, 1 gal.)	EA	700	\$ 18.00	\$ 12,600.00
802-05.03	Refillable Drip Irrigation Flexible Bag	EA	31	\$ 25.00	\$ 775.00


GOODLETTSVILLE
ROADSCAPES
GRANT PROJECT

© 2011 Kimley-Horn and Associates, Inc.

Kimley-Horn
and Associates, Inc.

200 Tenth Avenue South
Nashville, TN 37203
Tel: (615) 564-2701
Fax: (615) 564-2702

LANDSCAPE LAYOUT PLAN
TWO MILE PARKWAY & I-65



REVISIONS

DATE BY

DESIGNED BY

DRAWN BY

CHECKED BY

DATE

PROJECT NO.

ISSUED FOR

SHEET NUMBER

1-20

PLANT LIST AND QUANTITIES FOR TWO MILE PARKWAY INTERSECTION #2

NO.	SYMBOL	PLANT NAME	COMMON NAME	SIZE	QUANTITY	REMARKS
1	1	UNIDENTIFIED PLANT	THAT PLANT	1" DIA.	100	
2	2	UNIDENTIFIED PLANT	THAT PLANT	1" DIA.	100	
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71	71	UNIDENTIFIED PLANT	THAT PLANT	1" DIA.	100	
72	72	UNIDENTIFIED PLANT	THAT PLANT	1" DIA.	100	
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94	94	UNIDENTIFIED PLANT	THAT PLANT	1" DIA.	100	
95	95	UNIDENTIFIED PLANT	THAT PLANT	1" DIA.	100	
96	96	UNIDENTIFIED PLANT	THAT PLANT	1" DIA.	100	
97	97	UNIDENTIFIED PLANT	THAT PLANT	1" DIA.	100	
98	98	UNIDENTIFIED PLANT	THAT PLANT	1" DIA.	100	
99	99	UNIDENTIFIED PLANT	THAT PLANT	1" DIA.	100	
100	100	UNIDENTIFIED PLANT	THAT PLANT	1" DIA.	100	

NOTE: CONTRACTOR TO MEET WITH OWNERS REPRESENTATIVE AND LANDSCAPE ARCHITECT TO FIELD STAKE TREE AND SHRUB LOCATIONS AS WELL AS SPRAY PAINT BED OUTLINES PRIOR TO BEGINNING CONSTRUCTION.

BASEBALL / SOFTBALL FIELD RENOVATION

Project Cost: \$24,000.00

Contractor: Warner Athletic Construction

Status: **Project 100% Complete**

Completed on: **March 1, 2012**

Notable outstanding issues: Additional Scope funded by Baseball League

GREENWAY / BICYCLE / PEDESTRIAN DEVELOPMENT

Project Cost: \$3,000,000.00

Engineer / Architect / Consultant: Lose and Associates

Status: **Currently completing Environmental and Archaeological Clearances.**

Completion Date: To Be Determined

Notable outstanding issues: None Noted

SIGNALIZATION & SYNCHRONIZATION IMPROVEMENTS

Project Cost: \$495,000.00

Engineer / Architect / Consultant: Gresham Smith and Partners

Status: TDOT Notice to Proceed for Engineering has been issued

Completion Date: September 2012

Notable outstanding issues: **NES pole attachment of Fiber Optic Lines**

SPORTS LIGHTING IMPROVEMENTS

Project Cost:	\$250,000.00
Contractor:	Reynolds, Inc.
Status:	Project is 100% complete
Completed on:	March 1, 2012
Notable outstanding issues:	None Noted

PAVING IMPROVEMENTS

Project Cost: \$620,000.00

Contractor: Sessions Paving

Status: 90% of all paving is now completed

Completion Date: See Below

Notable outstanding issues: None Noted

<u>STREET</u>	<u>DATE (Tentative)</u>
Highland Heights (Long Side)	September 9, 2011
Pleasant Green Drive	September 12, 2011
Garrett Drive	September 12, 2011
Moss Trail (Pleasant Green to Main Street)	September 12, 2011
Angela Circle	September 19, 2011
Mason Circle	September 20, 2011
Mason Court	September 20, 2011
Mason Lane (North of Loretta)	September 20, 2011
North Cartwright (Tyson to Long Hollow)	September 21, 2011
Two Mile Pike	September 22, 2011
Dorothy Drive	September 23, 2011
Ellen Drive	September 23, 2011
Dorchester Court	September 26, 2011
Butleigh Court	September 26, 2011
Corbridge Court	September 26, 2011
Hanover Court	September 26, 2011
Hollis Court	September 26, 2011
Moncrief Avenue	September 27 & 28 2011

PLEASANT GREEN POOL

Project Cost: **\$125,000.00**

Status: **Bids were opened on January 31st and were as follows:**

- General Renovation \$72,536.00
- Installation of PVC Liner \$44,000.00

Work is 5% complete.

Completion Date: **May 15, 2012**

Notable outstanding issues: **None Currently**

COMPENSATION STUDY

Project Cost: \$9,000.00

Engineer / Architect / Consultant: Burriss and Associates

Status: **100% Complete**

Completed on:

Notable outstanding issues: Further study as how to calculate the compression figures of long term employees is currently being performed.

EMPLOYEE EVALUATION / GOALS & OBJECTIVES DEVELOPMENT

Project Cost: -0-

Engineer / Architect / Consultant: Municipal Technical Advisory Service

Status: Supervisor Training has been completed and city-wide employee meeting/ training will take place on February 20, 21 and 22

Employee training occurred on February 20, 21 & 22, 2012

Completion Date: March 30, 2012 *Estimated*

Notable outstanding issues: None Noted

STORMWATER FEE STUDY

Project Cost: \$35,000.00

Engineer / Architect / Consultant: None Chosen

Status: **Still under consideration**

Completion Date: June 30, 2012

Notable outstanding issues: None Noted